

Laws 2013, Chapter 129 (HB 2183)

Authorized Third Party Driver License Providers

January 8, 2014

Current Status

- a. Interest solicitation packet was sent out: 12/23/13
 - Statutory requirements
 - Application requirements
 - Application checklist and deadlines
 - ADOA insurance requirements: required by all ATPs upon contract renewal, and for ATP DL Providers at time of addendum
- b. Pilot interest submission deadline: 1/13/14
- c. Non-pilot interest submission deadline: 1/31/14
- d. Notify pilot sites: 2/10/14

Rollout Plan

- a. First training class:
 - FDR: 2/18/14 or 2/25/14 (3 day course)
 - DL processor training: 3/10/14 (5 weeks)
 - On the job training: TBD
- b. Four pilot sites: two metro, two rural. Will use current camera masts.
 - Site one: 4/28/14
 - Site two: 5/12/14
 - Site three: 5/26/14
 - Site four: 6/9/14
 - Pilot Summary Report: 7/11/14
- c. CCI implementation: 6/16/14
 - After CCI is implemented, MVD Field Offices and ATPs will be switching to new camera masts.
- d. Non-pilot rollout
 - First site tentatively scheduled for 8/11/14, dependent on pilot results
 - Remaining sites, two per month
 - Order will be determined by an objective process

Pilot Selection Process

- a. Objective process
- b. Score based
- c. If the ATP is not selected to participate in the pilot, the ATP will not need to submit a new application packet and the application packet will be used for the regular rollout.

Pilot Selection Criteria

- Will the ATP have a sufficient volume and variety of driver license transactions that will allow ADOT to assess internal and external processes?
- Does the ATP have a marketing plan in place that will allow it to attract a sufficient number of customers who need a driver license transaction completed?
- Does the ATP have a business site that is ready to handle the new demand of processing driver license transactions?
- Is the ATP in good standing with ADOT and does it have a high accuracy rating?
- Does the ATP have certified processors who are trained and proficient in processing all types of driver license transactions?

Implementation Rollout Order

The criteria to determine the order that new ATP Driver License Providers will start processing will be the same criteria as for the Pilot selection.

- Exception: Instead of the location criteria being based on metro and rural, the location criteria will be based on market need and underserved areas.

Training/Support

- a. 5 weeks classroom driver license processing training
- b. 3 days classroom FDR (Fraudulent Document Recognition) training
- c. 1 to 1 ½ weeks of on the job training at MVD field office
 - Side-by-side transactions training
 - Driver's skills testing training
- d. 1 week on-site support at implementation (weekdays)
 - The ATP will be responsible for any travel and lodging expenses for the ADOT employee.
- e. Phone support afterwards

Estimated Costs

- a. Camera mast and signature pad: \$6,500 to \$7,500
 - At least one per office
 - Pilot sites will use loaner camera equipment
- b. PC equipment for camera mast (PC, security cabinet): \$3,000 to \$4,000
- c. Bar code reader (per processor and optional): \$375-\$400
- d. Eye test machine: \$2,000
 - At least one per office
- e. (Future Expense) Online knowledge test system: \$15,000 per unit
 - At least one per office; more may be needed depending on volume
 - All sites will use hard copy written tests until ADOT has finalized the choice of a testing system.
- f. Training: \$750 per student

Facilities Requirements

- a. Office space
 - Adequate room for customers and equipment
- b. Dedicated parking test space
 - Parallel: 8' by 27'
 - OR-
 - 3 Point: 72' by 56'

Arizona Administrative Rules

- a. Administrative rules provide details and procedures on the implementation of a law.
- b. Laws 2013, Chapter 129 exempted ADOT from the formal rulemaking process for the purposes of implementing the changes in the law.
- c. Format:
 - Strikethrough = deleted text
 - Underline = new text
- d. Draft posted on website and program memo issued: 1/8/14
- e. Written comments due: 2/7/14
- f. Public Meeting

Timeline: Target Dates (Subject to Change)

December 23, 2013	Interest Solicitation Packet delivered
January 8, 2014	Draft Administrative Rules posted on website
January 13, 2014	Interest applications submitted by the ATPs who would like to be part of the Pilot
January 31, 2014	Interest applications submitted by the ATPs who do not want to participate in the Pilot
February 7, 2014	Written comments for Administrative Rules due
February 10, 2014	Notify the four ATPs that will be participating in the Pilot
February 2014	Fraudulent Document Recognition classes (1st on the 18 th and 2 nd on the 25 th)
March 10, 2014	Conduct first training class
April 28, 2014	First ATP in Pilot to start processing
May 12, 2014	Second ATP in Pilot to start processing
May 26, 2014	Third ATP in Pilot to start processing
June 9, 2014	Fourth ATP in Pilot to start processing
June 16, 2014	Central Credential Issuance implementation
July 11, 2014	Pilot Summary Report
August 2014	Evaluate Pilot and communicate rollout plan for additional ATP offices

Questions?